



Date 4/25/18

Marlene H. Dortch, Secretary  
Federal Communications Commission  
Office of the Secretary  
445 12th Street, SW  
Washington, DC 20554

Re: Request for Waiver of Form 471 Filing Deadline for Funding Year 2018  
CC Docket No. 02-6

Contact:

Name of School or Library: Mount Saint Joseph Academy  
School or Library Billed Entity Number (BEN): 19893  
Contact Name, Title: Kevin R. Schanely, Network Administrator  
Address: 120 W. Wissahickon Ave., Flourtown, PA 19031  
Phone: 215-233-3177, ext. 341  
E-mail: [kschanel@msjacad.org](mailto:kschanel@msjacad.org)

FY 2018 Form 471 Application #: MSJA4712018

Dear Ms. Dortch,

I am writing to respectfully request the FCC to grant a waiver of the Funding Year 2018 Form 471 deadline so that our Form 471 E-rate application will be considered as having been filed within the 'window.' The Form 471 was submitted on April 25th, 2018.

Reason for submitting late: Early November of last year, my wife and I discovered that we were pregnant with twins. That has completely gotten me over the moon excited and to be honest, I thought I filed our 471 back in February. Upon getting a phone call from a potential vendor this morning, I checked with our internet provider that we have used the last 5 years and indeed there was no 471 on record for us for next school year (2018-19). Upon checking my paperwork and then signing in to the portal, I discovered that I did not create the form 471 in a timely manner as I have always done in the past. I feel completely embarrassed about that since last school year I was one of the first to file at the earliest possible moment to be in the first wave of approvals.

We realize that previous precedent is for the Commission to grant Form 471 deadline waiver requests if the Form was submitted within 14 days of the Form 471 deadline.<sup>1</sup> In light of the reasons stated above, we respectfully request the FCC view these extenuating circumstances as good cause to waive the Form 471 deadline for this application.

Thank you for your consideration of our request.

Respectfully submitted,

*Kevin R. Schanely*  
Network Admin

<sup>1</sup> *Requests for Waiver and Review of Decisions of the Universal Service Administrator by Academy of Math and Science et al.; Schools and Libraries Universal Service Support Mechanism*, CC Docket No. 02-6, Order, 25 FCC Rcd 9256, 9259, para. 8 (2010) (Academy of Math and Science Order).